

*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Director of Training  
 VIA : Chief, Operations School  
 FROM : Chief, Headquarters Training

DATE: 10 November 1960

SUBJECT: Weekly Activities Report No. 45  
 3-9 November 1960

I. SIGNIFICANT ITEMS

Nothing to report.

II. OTHER ITEMS

[redacted] Course continues to progress satisfactorily with high class interest and with good student participation. IO [redacted] Branch and [redacted] are working together as a team. The cooperation of IO [redacted] is exceeding our expectations.

b. Covert Action Operations: The schedule for the next Covert Action Operations course beginning 28 November will be released this week. Twelve student are registered. We foresee no difficulty in fulfilling attendance for the balance of this calendar year but the 1961 offerings may suffer unless the Covert Action Staff assigns by the first of the year a training officer to follow up on training programs and requirements. [redacted] War Plans Staff is prominently mentioned as the training officer for the Covert Action Staff but two [redacted] do not believe he is best qualified. [redacted] assignment to the War College and his possible replacement are subjects of rumor but there is nothing solid here to report.

c. Tutorial Training: [redacted] GS-14, [redacted] is registered for tutorial training 7-25 November in Information Reporting, Reports, and Requirements (IRRR). [redacted] is being assigned to the Intelligence Watch, where he will be responsible for disseminating incoming intelligence cables. All members of the Intelligence Watch staff have received IRRR training.

d. Clandestine Services Review: Forty students are registered for the Clandestine Services Review course beginning 28 November. Twenty-four of the students are from the Clandestine Services. Most of the speakers have been contacted except for several now on TDY abroad or on annual leave. [redacted] said he will team up with [redacted] Commercial Staff, on his end of the program.

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Incidentally he mentioned that [ ] prospects for a deep cover assignment have not materialized and it may be sometime before the Cover Group will set up another possibility. In view of this, I should like to use [ ] as the moderator for the Clandestine Services Review since he did such a find job on the last one.

e. Scientific and Technical: Arrangments have been made with personnel of the Office of Scientific Intelligence for a series of lectures on organization of scientific intelligence, nuclear energy, ELINT, and guided missiles for JOTS attending the Operations Course [ ] in November and December.

f. CI Operations: CI Operations Course was concluded on 4 November with a discussion led by [ ] chief, Operations Group, substituting for [ ] acting chief, CI Staff. The class and the instructors, [ ] were disappointed b [ ] performance in the concluding phase of an otherwise successful course. [ ] showed very little preparation for his ineffectual talk. Lack of preparation was also evident in his feeble attempts to answer questions from the floor.

g. Cable Refresher Course: Seventeen students, the smallest group yet, attended the twenty-fifth class in the Cable Writing Refresher course on 9 November 1960. The original official registration was 22 students; one registration was cancelled, and four students failed to show up.

The range of grades in the group was from GS-3 to GS-13. The area divisions registering students was limited to two: 9 came from FE and 8 from EE. Some significance must be attached to the fact that in the years that the course has been running the area-division distribution of students has always been wide.

The class was an attentive one; it was, however, easily satisfied with the information given it by speakers in the sense that individual students even though invited to do so did not ask questions.

h. Clandestine Services Liaison Operations: Ten students are registered for this course beginning 14 November. Five students were registered within the last two days presumably as the result of a special memo from chief, FI, to the operating divisions requesting support for the course. Registrations officially were closed Friday last but I have asked the Registrar to make an exception and keep the registration open to last minute subscribers because of the special effort of chief, FI. We plan to run on schedule.

III. ADMINISTRATIVE

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The IRRR and the [ ] Courses are being extended through 14 November to pick up the time lost on the holiday, 11 November. The last minute decision to run the CSLO course and the need to get the schedule together and to assemble the reading kits has temporarily overloaded the administrative staff. [ ]

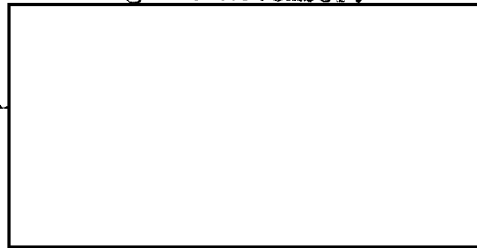
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[ ] has indicated her willingness to work on Friday, 11 November and I have accepted her offer to do so.

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[ ] is on annual leave from 8 through 10 November.



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